

Maricopa County Community Services Commission

Maricopa County Human Services Department

234 N. Central, 3rd Floor Conference Room

Phoenix, Arizona 85004

Monday, January 24, 2005

6:00 P.M.

Minutes

Members Present:

Chair – Councilman Ray Shuey, City of Avondale
Vice Chair - Councilman Fred Hull, Town of Gila Bend
Marty Sonnenberg, Salt River Project
Louise Moskowitz, APS
Terri Cruz, Chicanos por la Causa
Councilman Larry Morrison, Town of Gilbert

Walter Gray, St. Vincent de Paul
Robert Morehouse, Senior Citizens Council Maricopa County
Joe Blanton, Southwest Low-Income Representative
Councilman Steven E. Frate, City of Glendale

Members Absent:

Mark Bratman, The Salvation Army	Excused
Councilwoman Kathie Farr, City of Tolleson	Excused
Barbara Webster, Southwest Low-Income Rep.	Excused
Sarah Bravo-Palma, Eastside Low-income Representative	Excused
Councilwoman Margarita Cota, Town of Guadalupe	Excused

Marta Monyer, Eastside Low-income Representative	Unexcused
Joyce Lopez-Powell, Valley of the Sun United Way	Unexcused
Lorenzo Aguirre, Northwest Low-income Representative	Unexcused

Presenters/Staff/Guests Present:

Staff:

Margarita Leyvas, Community Services Division
Mindy Wakefield, Community Services Division
Virginia Sturgill, Community Services Division
Annette Stein, MCHSD Director

Guests

Racel Aleman, Chandler CAP
Donna Shuey
Marjorie Weiss, MCHSD Head Start
Rachael Schultz, MCHSD

Presenters:

Jessica Martin, Workforce Development Division	Todd Berndt, Workforce Development Division
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1. OPENING

A. Call to Order

The meeting was called to order at 6:15 PM by the Chairman, Councilman Ray Shuey.

B. Roll Call/Introductions

Mindy Wakefield called roll. Ten of eighteen seated members were present; a quorum was established. The following members were absent and asked to be excused: Councilwoman Margarita Cota, Mark Bratman, Councilwoman Farr, Sarah Bravo-Palma and Barbara Webster.

Chairman Shuey stated that Terri Cruz had been noted as an unexcused absence at the November 8th meeting. Terri Cruz had reported that she was unable to gain entry to the building on November 8th. Councilman Shuey stated that the absence should not be counted as unexcused and asked that a motion be made to modify Terri's absence.

Councilman Frate made a motion to excuse the absences of this evenings meeting and to change Terri Cruz November 8th unexcused absence to excused. The motion was seconded by Councilman Hull.

Discussion followed regarding access to the building on meeting dates and that a phone number be provided in case there is a problem entering the building after 6:00. Staff will provide a phone number. The vote was unanimous. Motion carried.

Annette Stein announced that Marge Leyvas had been named Assistant Director for the Community Services Division. Marjorie Weiss, the new Assistant Director of the Education Division, was also introduced. Annette reported that the Department has Assistant Directors in place for all three divisions.

C. Opening Prayer

Joe Blanton led the prayer.

D. Pledge of Allegiance

Walter Gray led the Pledge of Allegiance.

E. Approval of Minutes

Councilman Shuey reported that he requested revisions to the 11/8/04 minutes and the amended minutes were distributed. Councilman Hull made a motion to accept the minutes of the 11/8/04 meeting as amended. The motion was seconded by Councilman Frate. The vote was unanimous and the motion carried.

Robert Morehouse made a motion to change the evening's agenda by striking "**Acting**" in Marge Leyvas' title, leaving only **Assistant Director**. Motion seconded by Councilman Hull. The vote was unanimous and the motion carried.

2. Business

A. Directors Report

Marge Leyvas reported on CSD staff meetings and activities:

- West Valley Stakeholders Meeting.
- Southwest Gas Round Table Providers meeting. Providers that receive SWG dollars for the Weatherization and Repair and Replacement program.
- Maricopa Workforce Connection (MWC) Management Council.
- HUD ESG Consolidated Plan and Consolidated Annual Performance and Evaluation Report (CAPER)
- Senior Benefits Check-Up Workgroup
- Arizona Community Action Association (ACAA) Marketing Committee
- The Arizona Community Action Association (ACAA) and the Arizona Association of Food Banks (Aafb) Annual Joint Conference will be April 7-8, 2005. Conference handouts were

provided. Commission members interested in attending must notify staff by March 1st.

- MAG Human Services Technical Committee
- LIHEAP Workgroup. Mindy Wakefield will provide information on progress at the next commission meeting.
- Emergency Food and Shelter Program (EFSP) Board, formally FEMA. Maricopa County received an overall reduction of 13.4%. Maricopa County Human Services Department will receive \$150,000, an increase from the previous allocation of \$142,000. These funds are used for rent and mortgage payments and first months rent for homeless families.
- APS has convened a workgroup to ensure that proper language is included in the settlement case scheduled for presentation to the Corporation Commission. This case relates to the low-income weatherization and utility assistance program. Marge has participated in the meetings, the goal of which is to ensure that the APS assistance program remains accessible to low-income clients. APS has proposed an increase in allowable activities to include repair or replacement of refrigerators, and light bulb replacement with longer lasting bulbs. Presently there is a cap of \$500,000 for utility assistance and weatherization with 25% for utility assistance and 75% for weatherization. APS has requested an increase in the funds to \$1,000,000. If the Corporation Commission agrees to the settlement case, Maricopa County would receive approximately \$232,000 for weatherization and utility assistance.
- Department of Commerce (DOC) has stated they are considering reviewing their funding formula. The state CAA directors met with DOC staff and stated that they would like the current formula left as is for the time being, due to the recent contentious process that the CAAs endured with the DES funding formula.
- Staff attended Case Management training that was sponsored by Workforce Development. Staff is exploring partnering with the WDD and Head Start divisions to sponsor this training for front line staff.
- The Department is working on strategic planning. It has been suggested that the Community Services Commission, Head Start Policy Council and Workforce Investment Board meet once or twice to discuss the strategic plan and provide input.
- Staff participated in interview panels for a department Special Transportation Services position and the City of Avondale CAP for a Social Services Coordinator position.
- Division staff conducted on-site monitoring at the Buckeye, Gilbert and Glendale CAPs without any issues.
- Marge and Deputy Director Trish Georgeff attended City of Glendale's recognition of City Manager Ed Beasley. He was honored by the International City/County Management Association (ICMA) with a Workplace Diversity Award.
- Presentation to Community in Schools of Arizona
- CSD Activities in regards to Proposition 200
 - ❖ The injunction lifted on December 22 and CSD placed a temporary moratorium on expenditures of the two affected fund sources, Utility Repair Replace and Deposit (URRD) and

Neighbors Helping Neighbors (NHN).

- ❖ Arranged training from DES on procedures for determining eligibility for the affected fund sources.
- ❖ Trained CAP Staff on procedures when using affected fund sources.
- ❖ Temporary moratorium lifted and funds release Jan 4, 2005.
- ❖ DES has since issued two policy clarifications on Prop 200 since the initial training; these have been passed on to CAP Staff.
- ❖ The Governor has instructed the state Audit and Managing Services to conduct independent agency audits of the URRD and NHN applications taken from Dec 22, 2004 to Jan 7th for compliance. Marge stated that an application list has been provided to DES. MCHSD has not been contacted with a date for the audit.
- ❖ MCHSD has contacted DES on several occasions asking for clarification on the acceptability of documents issued by some states, such as birth registration cards.
- ❖ Several CAPs have reported that clients born in the U.S. are less likely to have access to certified birth certificates than clients that have U.S. naturalized status.
- ❖ Marge reported to DES that some CAP staff may be hesitant to use URRD and NHN funds for fear of prosecution if an error is made in eligibility determination.
- Update on DES Funding Formula: A handout was distributed outlining DES Director Bern's final decision. Director Berns accepted the formula proposed by DES/Community Services Administration (CSA) except for the date of implementation. CSA had proposed making the cuts retroactive to July 1, 2004. The new date for implementation is April 1, 2005. This decision means a reduction of approx. \$31,376 in current fiscal year funds for the division. Assuming that the state is able to maintain level funding in FY2006 beginning July 1, 2005, the projected loss for CSD is \$97,029. CAPs current FY2005 and FY2006 operating contracts will not be affected. However, there will have a reduction in direct service dollars. If the funding cuts continue, the Commission will provide direction in determining the necessity of closing CAPs and consolidating service areas. Discussion followed on the impact this will have on clients served by MCHSD CAPs.
- DES/CSA conducted an on-site monitoring visit in January. Veronica Carbajal-Simmons reviewed client applications, financial records and visited 2 CAP sites, Glendale and Gilbert.
- Employees Assisting and Supporting Employees (EASE). The program assists Maricopa County employees experiencing unanticipated health and human service needs. CSD staff has provided case management support for the past year and will continue staffing this program.
- MCHSD Employee Recognition Event. Each division submitted names of employees to be recognized as a *Champion*. Marge reported that Virginia Sturgill was named the CSD Champion Employee.

B. Presentation on Las Artes de Maricopa

Jessica Martin shared that the Las Artes de Maricopa Program is operated by the MCHSD Workforce Development Division (WDD). The program works with youth 16 to 21 years old who are not in school. Participants receive a half day of GED instruction and a half day of art instruction, such as mosaic art. The Maricopa County Board of Supervisors wanted to mirror an existing program in Pima County. Tucson’s highways are adorned with mosaic art work completed by participants of their program.

The WDD program runs 12-32 weeks, focusing on work preparation, employment skills, work maturity skills, and basic education. Transportation is provided to and from the site. The program is located at 5th Avenue and Jackson Street, Phoenix, in the old Santa Fe Train Depot. Youth are assisted with job placement through WDD programs. To date, 24 youth have been served, with 5 youths attaining their GEDs. The program has a retention rate of 86%. Youth interested in Las Artes de Maricopa may contact Jessica Martin at 602-506-7976.

C. Presentation on PLOT

Todd Berndt provided information on the Producing Leadership of Tomorrow (PLOT) program operated by Workforce Development Division. This program is for youth ages 16-19 interested in developing leadership skills, and/or enhancing and creating opportunities in the workforce, community and school. Meetings are held twice a month from 6:00 PM – 8:00 PM at 234 North Central, Third Floor. Workshops include Time Management, Communication and Listening, Professional Development, Employer Tips and Teamwork. Youth must have a 2.5 grade point average or higher, attend workshops, submit an essay on “Why They Want to Join PLOT”, and obtain part-time or full time employment during the summer months. PLOTs focus is to help participating youth attain employment, internships and on-the job training that provide work experience opportunities. WDD has developed partnerships with employers that speak to the youth and provide information on interview skills. College, university, and trade school personnel present information on scholarship programs. Currently, youth from both the east and west valley are participating in the PLOT program. Youth interested in joining PLOT can contact Todd Berndt @ 602-506-2360.

Councilman Shuey thanked Jessica and Todd for providing information on both programs.

3. Closing

A. Board Remarks & Announcements

- None

B. Call to the Public

- ACAA fund raiser **“Nickel and Dime”** Play, showing Feb 2nd at Herberger Theater at 7:00. Play information distributed.

C. Adjournment

Councilman Hull made a motion to adjourn, seconded by Councilman Frate. The vote was unanimous; the motion carried. The meeting ended at 7:30 PM.